UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

	FURIT	TE DISTRICT	OF COLUMBIA	
	Plaintiff)		
	v.)))	Civil Action No.	
	Defendant)		
	SUMI	MONS IN A C	IVIL ACTION	
То:	(Defendant's name and address)			
	A lawsuit has been filed against you	ı.		
	on the plaintiff an answer to the attach Procedure. The answer or motion mus	hed complaint or		al Rules of
compl	If you fail to respond, judgment by daint. You also must file your answer	-	ntered against you for the relief demains the court.	nded in the
			ANGELA D. CAESAR, CLERK OF C	COURT
Data				
Date.			Signature of Clerk or Deputy Clerk	

FOIA Summons (12/11) (Page 2)

Civil Action No.

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (1))

	This summons for (nat	me of individual and title, if any)						
was re	ceived by me on (date)	·						
	☐ I personally served	I the summons on the individual at (place)					
	= 1 personany servee	· ····································	on (date)					
	☐ I left the summons	at the individual's residence or usua		_				
	, a person of suitable age and discretion who resides ther							
	on (date), and mailed a copy to the individual's last known address; or							
	☐ I served the summe	ons on (name of individual)		, who is				
	designated by law to accept service of process on behalf of (name of organization)							
			on (date)	; or				
	☐ I returned the summons unexecuted because ☐ Other (specify):							
	My fees are \$	for travel and \$	for services, for a total of \$					
	I declare under penalty of perjury that this information is true.							
ъ.								
Date:			Server's signature					
		-	Printed name and title					
			Server's address					

Additional information regarding attempted service, etc: